

DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION
JOB OPPORTUNITY
TRAINING OFFICER

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: **Applicants on an Exam Certification List and Lateral Transfers**

Location: POST, Meriden

No of positions: two (2)

Job Posting No's: 7352 & 7462

Salary: 58,134 - 77,727 (New hires to state employment start at the minimum salary range).

Closing Date: **Tuesday, April 16, 2013**

In the Department of Emergency Services and Public Protection, Police Officer Standards and Training Council, this class is accountable for independently performing a full range of tasks in preparing and conducting recruit and in-service courses of instruction for municipal police personnel.

Eligibility Requirement: **Candidates must have applied for and passed the Training Officer exam and be on the current certification list promulgated by the Department of Administrative Services. State employees currently holding the above title or those who have previously attained permanent status in this class may apply for a lateral transfer. Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.**

The selected candidate will be responsible for instructing and developing the curium, lesson plans and training modules that are necessary to instruct municipal police and recruits in law enforcement related topics to include: Police Authority & Discretion, Human Behavior/Interpersonal Communications, Stress Management, Juvenile Law/Dealing with Juveniles, Suicide Recognition, Intervention & Management, Conflict Management, Cultural Awareness & Diversity, Sexual Assault/Rape Crisis, Child Abuse & Neglect, Crimes Motivated by Bigotry or Bias, Community Oriented Policing, Crime Prevention, Stopping Suspicious Persons/Suspects, Domestic Violence, Preparation & Techniques, Civil Complaints & Service Calls, Roadblocks, Personal Protection equipment (PPE), Traffic Direction & Control, and Police Stress.

On a rotating basis serves as Coordinator for a resident or commuter class; orients new students; assigns dormitory rooms; issues uniforms; constructs class seating plan; schedules classes; schedules audiovisual equipment use; assigns work details; administers discipline; counsels students; conducts inspections; administers pre- and post-examinations; performs related duties as required.

The preferred candidate should posses:

- Leadership skills, exceptional communication, report writing and presentation skills; strong interpersonal, public relations and customer service skills, and interact with people at all levels.
- Excellent analytical, organizational, investigative and research skills; ability to work under pressure to meet deadlines.
- Strong team playing skills and the ability to work alone on own initiative

Working Conditions:

Incumbents in this class may be exposed to some discomfort and danger of physical injury while instructing inexperienced recruits in the use of firearms, chemical weapons and self defense.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a resume, cover letter, CT-HR/12 (State Application) & CT-HR/13 (Addendum), and two (2) letters of professional references from current and/or previous supervisors. State employees must submit two most recent performance appraisals in lieu of references by * **Tuesday, April 16, 2013, close of business** to:

The Department of Emergency Services & Public Protection
1111 Country Club Road, Middletown, CT 06457-9294
Attn: Denise Shelton, Human Resources Associate
Fax: (860) 685 – 8356

***Incomplete or late application packages will not be considered**

If faxing your packet; original to be mailed. Please note that due to the large volume of applications received, we are unable confirm receipt of applications.

Candidates who have been selected for employment with the Department of Emergency Services & Public Protection are subject to a detailed background investigation, including a criminal check, federal and reference checks. Selection for employment is contingent upon satisfactory completion of the background investigation.

The State of Connecticut is an Affirmative Action/ Equal Employment Opportunity Employer